

**Department of Information Services
CUSTOMER ADVISORY BOARD
June 26, 2000
Meeting Minutes**

Present:

**Kathy May, Acting Chair, Department of Transportation
Jim Albert, Office of the Attorney General
Brian Backus, Office of the Administrator for the Courts
Steve Bilhimer, Department of Revenue
Al Bloomberg, Department of Natural Resources
Dan Fannin, Center for Information Services
Sue Fleener, Department of Licensing
Phil Grigg, Department of General Administration
Dan Lipp, Board of Industrial Insurance Appeals
Gerry McDougall, Department of Licensing
Bob Monn, Department of Ecology
Tom Neitzel, Health Care Authority
Clark Palmer, Washington State Patrol
Tom Parma, Department of Financial Institutions
Dan Parsons, Washington State Patrol
Herb Potter, Department of Agriculture
Don Price, Department of Corrections
Christy Ridout, Department of Social & Health Services
Gary Schricker, Department of Health
Susie Smith, State Auditor's Office
Shelagh Taylor, Department of Labor & Industries**

DIS Staff present:

**Steve Kolodney, Director
Paul Taylor, Deputy Director
Mike Curtright, Computer Services Division
Joe McGavick, R & G Associates
Mike McVicker, Telecommunication Services Division
Lourdes Collins, Management & Oversight of Strategic Technologies
David Koch, Management & Oversight of Strategic Technologies
Andy Marcelia, Management & Oversight of Strategic Technologies
Laura Parma, Interactive Technologies**

Welcome and Introductions

Kathy May, Department of Transportation, welcomed the group as Acting Chairperson for Thomas Bynum, who was called out of town. She also bid farewell to state employee, Jim Reitz, who is leaving the state next month.

Governor's Office Perspective on Digital Government

Paul Taylor presented a video excerpt of the Governor speaking on Digital Government at the Leadership Conference in Olympia to the group.

Subcommittee Reports

State/Local Government

Dan Parsons told the group that the next meeting is scheduled for July 18, the day before the Digital Government forum in Seattle.

Architecture

Phil Grigg handed out copies of the minutes from their last meeting and then turned the floor over to Mike McVicker for his presentation on the Windows 2000 Project.

Windows 2000 Pilot Presentation

Mike McVicker presented the group with a detailed slide show about the Windows 2000 project. The bullet points included:

- Resources
- Deliverables (*a total of 19 for the months Jan-Apr 2000*)
- Project Methodology (*website created for documentation: <http://hub2.dis.wa.gov/win2k/>*)
- Project Team (*11 agencies that created a very positive experience*)
- Project Outcomes
- Project Findings
- Project Recommendations (*a total of six*)

Mr. Grigg asked the CAB for a full endorsement of the project. He also shared that Windows 2000 operates at three levels:

1. Desktop
2. Server
3. Domain Controller (which is the critical point)

The group asked questions, which were answered by the project team.

Chairperson, Kathy May, asked the group to review the items on the list provided for review and adoption. A vote was then taken to accept or reject the recommendations and the recommendations were unanimously accepted.

Mr. Grigg made a request to reserve some time on the next CAB meeting agenda, to allow him to share information and further educate the group on the Windows project.

Digital Government Applications Academy

Paul Taylor presented an update on the activities of the Academy, which included the E-Permits class, work on electronic payment of boat moorage, and the E-forms class, which has grown to include 21 agencies.

Privacy & Piracy Executive Orders Update

The Privacy Executive Order will be posted to the web on July 24th. There are two reporting dates – the first date is in July and the second will be in September.

The Executive Order on software piracy has a deadline of October 3rd. Two agencies have recently submitted their information. The architecture website will have this information posted for review and comment: <http://www.wa.gov/dis/e-gov/architecture/index.htm>

Portfolio Management & Budget Instructions Update

The OFM budget process integrates with the IT portfolio process. Most agency portfolios have been completed to-date.

CAB Listserv Status

There is a new CAB distribution list. The list is an 'unlisted archive' and can be found at the bottom of the page. The steps to access include:

1. Listserv.wa.gov
2. Use Lists
3. Unlisted Archive

Agency Roundtable on Digital Government

The following agencies presented on their progress:

- Agriculture
- Labor & Industries
- General Administration
- Revenue
- Attorney General
- Retirement Systems
- Licensing
- Outdoor Recreation
- Health
- Ecology
- Transportation
- Office of the Administrator for the Courts
- Corrections
- Board of Industrial Insurance Appeals

Announcements

Paul Taylor announced that Tom Parma, Department of Financial Institutions, will be joining DIS on July 5, 2000. The CAB will take one month off during the summer and a show of hands determined that the July CAB meeting will be cancelled. The next meeting will be Monday, August 28, 2000.